

Weatherization Program Notice 03-4

Effective Date: March 21, 2003

SUBJECT: DOE-APPROVED ENERGY AUDITS FOR THE WEATHERIZATION ASSISTANCE PROGRAM

PURPOSE: To inform the network which States have had their energy audit procedures and priority lists re-approved by DOE as required every five years. This notice also advises States of DOE-reviewed energy audit software that simplify the DOE approval process for States that wish to adopt them. DOE has approved the energy estimating and measure economics methodology of these software tools that have been developed by States or created by commercial software developers.

SCOPE: The provisions of this guidance apply to all grantees applying for financial assistance under the Department of Energy Weatherization Assistance Program.

BACKGROUND: This Program Notice replaces Weatherization Program Notice 02-4, DOE-Approved Energy Audits for the Weatherization Assistance Program, Dated May 10, 2002.

The final rule changed the audit requirements and established a single audit criterion (what as formerly referred to as the waiver audit) as the minimum for energy audits used in the Program. To ensure that States adopt advanced energy audits procedures of sufficient technical rigor, States must submit their energy audit procedures to DOE for approval every five years. DOE review not only the energy calculations used by software, but also the auditing, testing, and installation standards used in the field as well as health and safety protocols. Therefore, even States that want to use National Energy Audit (NEAT), the Manufactured Home Energy Audit (MHEA), and EA-QUIP must still submit their complete energy audit procedure to DOE for approval as described in Weatherization Program Notice (WPN) 01-4, Revised Energy Audit Approval Procedures. Since the calculations in NEAT, MHEA, and EA-QUIP have already been approved, States need not document the energy estimating methodology used by these audits.

MHEA has been revised in response to comments from the Weatherization network. The revisions are currently being reviewed by the MHEA Working Group. Every effort is being made to make MHEA available to the network by the summer of 2003. Until MHEA is available, States need not submit their mobile home energy audit procedures to DOE for approval.

All States whose audit procedures were last approved prior to Program Year 1998 must submit an initial energy audit approval request for at least a single-family audit. Priority lists approved over five years ago must be revalidated by DOE. States will be given flexibility regarding due dates on case-by-case basis. Table 1 shows which States have submitted their energy audit procedures to DOE for review since the beginning of Program Year 1998.

As described in WPN 01-4, DOE now allows software developers to submit their energy audit software for approval of the methodology used to estimate energy use and measure savings, account for measure interaction, and handle measure cost-effectiveness requirements. Listed in

Table 2, is energy audit software submitted by software developers whose calculations are approved by DOE and carry the same reduced submittal requirements for DOE approval as NEAT, MHEA (when available), and EA-QUIP. States that want to use DOE-approved audit software must still submit to DOE the list of measures considered, sample audits, field procedures, and other information as described in Attachment 1 of WPN 01-4.

Separate energy audit procedures specifically tailored to multi-family dwellings and mobile homes must be approved by DOE if either of these building types represents 20 percent or more of the total units weatherized each year by a State's program. States are still encouraged to submit their multi-family and mobile home energy audit procedures to DOE for approval even if the building type accounts for less than 20 percent of the total units served. If multi-family dwelling units or mobile homes represent less than 20 percent of the total units served and States choose not to seek DOE approval for the energy audit procedures used on these units, States shall describe in their state plans and in their single-family energy audit requires, the approach that will be taken to ensure that the eligible occupants of multi-family dwellings and mobile homes receive appropriate, cost-effective weatherization services.

DOE will periodically inform States as other energy audits are approved.

John Millhone
Program Manager
Weatherization and Intergovernmental Program
Energy Efficiency and Renewable Energy